

WASTE REDUCTION TIPS

Reducing the amount of trash your business creates is the best way to reduce monthly waste disposal costs and improve your company's bottom line. All waste reduction activities — be they waste prevention, reuse, or recycling practices — will help you achieve your goal of reducing the amount you pay for waste disposal and sending less trash to landfills.

Take advantage of the tips listed below to help you reduce your waste.

REDUCE/REUSE

- Work with suppliers to encourage them to deliver food and other goods in reusable containers that they take back. This practice reduces the need for disposal or recycling on your part, and may save your suppliers money, possibly reducing your costs.
- Provide reusable flatware, plates, glasses, and mugs in dining areas instead of disposable paper and plastic items. Use washable napkins and tablecloths where appropriate.
- Donate leftover foods to charity groups. Under the Good Samaritan Act, donations made in good conscience absolve the donor of liability. Contact the **SmartBusiness Recycling** Program at (800) 741-9236 for a list of food donation resources in Los Angeles County.

TIP SHEET

- Donate useable items left by guests to local charities, along with half-used soaps, shampoos, lotions, and blankets, sheets and towels. Available items for donation can be listed on the County's materials exchange web site, LACoMAX, at www.lacomax.com or call (800) 741-9236.
- Provide guests with a checklist in their rooms asking if they want their towels replaced every morning. Reducing the number of towel changes can have an enormous impact on reducing water and soap consumption.

- Ask guests if they want a newspaper delivered to the their room instead of automatically providing the service.
- Send computer printer and photocopier toner cartridges back to the vendor for remanufacturing.
- If your facility has a lawn, reduce grass trimmings by leaving clippings directly on the lawn instead of bagging them for disposal. Not only will this reduce waste, it will also lead to a healthier lawn by returning nitrogen to the soil.

RECYCLE

- Contact your waste hauler and inquire about recycling services for cardboard boxes, newspapers, tin cans, beverage containers or any other materials you dispose of in large quantities.
- If you have recyclable materials in small quantities, consider paying for recycling collection as long as the cost is less than what you pay for waste disposal. Your company will "make money" by reducing its waste disposal costs.
- If recycling collection services are not available from your waste hauler or recyclers, work with employees or local individuals to collect and transport recyclable materials from your business.

For additional information, contact the County of Los Angeles SmartBusiness Recycling Program at (800) 741-9236 [TDD (626) 282-7829] or visit our web site at www.businessrecycling.com